

Government of Pakistan  
Ministry of Overseas Pakistanis &  
Human Resource Development  
(General Section)  
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**TENDER NOTICE**

Ministry of Overseas Pakistanis & Human Resource Development invites bids through E-Pak Acquisition and Disposal System (EPADS) from the authorized distributors/General Order suppliers in Islamabad registered with Income Tax and Sales Tax Departments for supply of **Stationery, miscellaneous, it equipment and toners for the Financial Year 2024-2025.** The firm(s) must have at least **TEN Years'** experience in supplying of stationery/non stationery, miscellaneous items and toners etc to the Government Ministries/Departments

2. The interested bidders on request can obtain bidding documents containing terms & conditions, can be downloaded from <https://eprocure.gov.pk> free of cost. Bids should be submitted electronically **ONLY** through EPADS, Manual submission of bids is **NOT** allowed. For registration and training on EPADS or in case of any technical difficulty in using EPADS, prospective bidders my contact PPRA, 1<sup>st</sup> Floor, FBC building sector G-5/2, Islamabad. Contact Number 051-111-137-237.

3. The bids, prepared in accordance with the instructions in the bidding documents, must be submitted on EPADS by **15-07-2024 (Monday)** at **03.00 p.m.** Bids will be opened on the same day at **03.30 p.m.** through EPADS.

4. Ministry of Overseas Pakistanis & Human Resource Development reserves the right to regret (any or all bids) and also decrease/increase the number of items as per PPRA Rules

**Note:**

1. All interested bidders must register themselves At EPADS at:

<https://eprocure.gov.pk/#/supplier/registration>

No physical bids shall be entertained

2. Original Bids and Earnest money in favour of DDO M/o OP&HRD **MUST BE** submitted to the office of undersigned Office before the online submission deadline of the bids.

(Riaz Ahmed)

Section Officer (General)

Ministry of Overseas Pakistanis &

Human Resource Development

"B" Block Pak Secretariat,

Islamabad

Ph:051-9103851

8 mop 276-157.6

F.No.1(1)/2024-25-Store(General)  
Government of Pakistan  
Ministry of Overseas Pakistani &  
Human Resource Development  
(General Section)  
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**TERMS & CONDITIONS OF THE ANNUAL TENDER FOR PURCHASE CONSUMABLES ITEMS I.E. STATIONERY, MISCELLANEOUS, IT EQUIPMENT AND TONERS FOR THE FINANCIAL YEAR 2024-25.**

The terms and conditions of the tender for purchase of office consumable items i.e. stationery, miscellaneous, it equipment and toners by the Ministry of Overseas Pakistanis & Human Resource Development are as under:-

1. The firms should be located at Islamabad.
2. The firm should have at least TEN Years' experience in supply of stationery/non stationery, miscellaneous items and toners to the Government Ministries/Departments.
3. Bidder shall enclose earnest money (**Rupees Two Hundred Thousand only**) with the tender document in shape of **Pay Order/Bank Draft/Call Deposit** from any scheduled bank in favour of **DDO of Ministry of Overseas Pakistanis & Human Resource Development**.
4. The earnest money will be returned to the unsuccessful bidders immediately after finalization of the tender and in case of successful bidder(s), it will be converted into Security Deposit which will be retained till **30-06-2025**.
5. Rates to be quoted shall be inclusive of GST and all taxes and will be valid to the whole in F.Y 2024-25.
6. Samples of the items where possible, should be providing which tender without samples the offer will not be entertained.
7. The firms shall be liable to supply the requisite items at "B" Block, Pak Secretariat, Islamabad at their own expenses and even at short notice if needed failing which the earnest money/security deposit of the firm will be forfeited and the firms will be black listed.
8. The Firms must have Sales Tax, Registration Certificate, National Tax Number and Vender No. as well as facilities of telephone/fax lines.
9. An affidavit to the effect that the firms has never been indulged in any litigation and has never been black-listed by any Ministry/Division/Department/Organization of the Government(s) must be attached with the bids.
10. Submission of any false statement/documents indulged concealing of information is likely to disqualify the bidder.
11. No bid document shall be considered if there is any overwriting, cutting and blank spaces between or left or right of the bid amount. If any firm does not want to submit bid for any item, then the space left for bidding should be strike out by the firm.
12. Bids will be evaluated item to item basis and will not be based on total cost of the bid for all items of supply included in each group of items mentioned in the tender document. The Firm must quote 100% items in each group/categories of items.
13. The bids, prepared in accordance with the instructions in the bidding documents, must be submitted on EPADS by **15-07-2024 (Monday)** at **03.00 p.m.** Bids will be opened on the same day at **03.30 p.m.** through EPADS, in the presence of bidders or their authorized representatives.
14. Ministry of Overseas Pakistanis & Human Resource Development reserves the right to regret (any or all bids) and also decrease/increase the number of items as per PPRA Rules.
15. The M/O OP&HRD has the right to cancel the contract and forfeit the earnest money/'security presented, in case of supply of sub-standard items or other than the specification or unsatisfactory performance.
16. Receipt of incomplete supplies or delay in services will render the supply order liable to be levied with liquidated damages and 0.25% of the amount will deducted from the number of days.

(Riaz Ahmed)  
Section Officer (G A)

**TENDER FOR THE SUPPLY OF CONSUMEABLE ITEMS I.E. STATIONERY, MISCELLANEOUS, IT EQUIPMENTS AND TONERS FOR THE FINANCIAL YEAR 2024-2025.**

**1. LIST OF STATIONERY ITEMS**

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
1.	BALL PEN 8MM (PIANO CLICK OR EQUIVALENT)	EACH	
2.	POINTER M&G LEADER 0.7 9OR EQUIVALENT)	EACH	
3.	MARKER SCHNEIDER EXTRA-895 OR EQUIVALENT)	EACH	
4.	UNIBALL EYE (FINE/MICRO) OR EQUIVALENT	EACH	
5.	UNI COMPO PEN (FINE)	EACH	
6.	BALL POINT GEL INK RG-100	EACH	
7.	WHITE BOARD MARKER	EACH	
8.	PERMANENT MARKER (DOLLAR OR EQUIVALENT)	EACH	
9.	PAINT MARKER WHITE	EACH	
10.	CORRECTION PEN, (PIANO OR EQUIVALENT)	EACH	
11.	ENVELOPS, SE-5, 80 GRAM PAPER (GOLDEN OR EQUIVALENT)	EACH	
12.	ENVELOPS, SE-6, 80 GRAM PAPER (GOLDEN OR EQUIVALENT)	EACH	
13.	ENVELOPS, SE-7, 80 GRAM PAPER (GOLDEN OR EQUIVALENT)	EACH	
14.	ENVELOPS, SE-8, 80 GRAM PAPER (GOLDEN OR EQUIVALENT)	EACH	
15.	ENVELOPES WHITE WINDOW A/4	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
16.	FILE COVER MADE OF DOUBLE SHEET WITH CLOTHING OF ONE SIDE, 9"X13" SIZE WITH MINISTRY NAME/LOGO	EACH	
17.	PLASTIC FILE COVER, A-4 (NOKIA OR EQUIVALENT)	EACH	
18.	FILE BOARD WITH REXENE FLAPPER, LEGAL SIZE (SHAHEEN OR EQUIVALENT)	EACH	
19.	FILE FLAPPER REXENE MADE (SHAHEEN OR EQUIVALENT)	EACH	
20.	ACCOUNTS REGISTER 12 NO, LEGAL SIZE (TAYYABA OR EQUIVALENT)	EACH	
21.	ACCOUNTS REGISTER 06 NO, LEGAL SIZE (TAYYABA OR EQUIVALENT)	EACH	
22.	DO LETTER HEAD ON 80 GMS A/4 PAPER	100 sheets	
23.	FILE REGISTER, 03 NO, LEGAL SIZE (TAYYABA OR EQUIVALENT)	EACH	
24.	RING BINDERS (D RING FILE COVERS FINE QUALITY)	EACH	
25.	T.T. FILE (PLASTIC GRIP FILE)	EACH	
26.	ATTENDANCE REGISTER COPY SIZE (TAYYABA OR EQUIVALENT)	EACH	
27.	REGISTER OFFSET AL-IMRAN NO-20	EACH	
28.	REGISTER OFFSET AL-IMRAN NO-10	EACH	
29.	DAIRY REGISTER, LEGAL SIZE, NO.12 (TAYYABA OR EQUIVALENT)	EACH	
30.	VEHICLE LOG BOOK/, NO.04 (TAYYABA OR EQUIVALENT)	EACH	
31.	SHORTHAND BOOK, 80 SHEETS (LUCKY OR EQUIVALENT)	EACH	
32.	PEON BOOK 96 SHEETS OR EQUIVALENT)	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
33.	DRAFT PAD (A-4 SIZE) NARROW LINE, 80 GRAM PAPER	EACH	
34.	SPIRAL NOTE BOOK ORION 6X4-1/2	EACH	
35.	PVC TAPE 19MM	EACH	
36.	PAPER FANCY (MANAGER) OFF WHITE A/4 SIZE	EACH	
37.	NOTE SHEET A/4 IMPORTED 200 PAGES 80 GMS	EACH	
38.	DAK PAD OF Leather, FOLDING WITH CLIP (ORION OR EQUIVALENT)	EACH	
39.	GUM STICK 40 GM (UHU STICK OR EQUIVALENT)	EACH	
40.	HIGHLIGHTER (DOLLAR OR EQUIVALENT)	EACH	
41.	SUMMARY FILE COVER A/4 as per sample	EACH	
42.	INK BLUE/ BLACK 60 ML( DOLLAR OR EQUIVALENT)	EACH	
43.	STAMP PAD, LARGE BLUE/ BLACK, (CRESENT OR EQUIVALENT)	EACH	
44.	LEAD PENCIL WITH RUBBER PICASSO -6000 OR EQUIVALENT)	EACH	
45.	SHORTHAND PENCIL (2.5 M SCOTCH OR EQUIVALENT)	EACH	
46.	PENCIL SHARPENER PLASTIC (MERCURY OR EQUIVALENT)	EACH	
47.	PENCIL SHARPENER PLASTIC (HEAVY DUTY(QPEUIM OR EQUIVALENT)	EACH	
48.	POSTED PAD, YELLOW COLOR, 2"X2" SIZE (3 M OR EQUIVALENT)	EACH	
49.	POSTED PAD, YELLOW COLOR, 3"X3" SIZE (3 M OR EQUIVALENT)	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
50.	PAPER CUTTER DELI MEDIUM SIZE NO-2001	EACH	
51.	SLIP BOOK 100 PAGES OFFSET PAPER WITH LOGO	EACH	
52.	SLIP BOOK COVER GREEN COLOR PAD WITH LOGO AS PER SAMPLE	EACH	
53.	FOOT SCALE 12" STEEL	EACH	
54.	ERASER FINE QUALITY (PIANO WR-900 OR EQUIVALENT)	EACH	
55.	CASH BOOK EXTRA LARGE AS PER SAMPLE	EACH	
56.	CALCULATOR CITIZEN CT-3288 12 DIGITS	EACH	
57.	SCISSOR, PLASTIC HANDLE, LARGE SIZE	EACH	
58.	SCOTCH TAPE, 2" WIDE (DEER OR EQUIVALENT)	EACH	
59.	DISPENSER FOR SCOTCH TAPE (KW-3311 OR EQUIVALENT)	EACH	
60.	STAPLER MACHINE, HEAVY DUTY (KW50LBN OR EQUIVALENT)	EACH	
61.	STAPLER MACHINE Regular Size FINE QUALITY (WIZZ W11 OR EQUIVALENT)	EACH	
62.	STAPLER PIN 24/6 PKT (PIANO OR EQUIVALENT)	EACH PKT	
63.	STAPLER PIN 23/10 (PIANO OR EQUIVALENT)	EACH PKT	
64.	STAPLE REMOVER (FINE QUALITY)	EACH	
65.	PAPER CLIP 26 MM 80 PIECES (THREE FLOWER OR EQUIVALENT)	EACH PKT	
66.	PAPER PIN, 28 GRAM (THREE FLOWER OR EQUIVALENT)	EACH PKT	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
67.	PIN CUSHION (LONG LIFE OR EQUIVALENT)	EACH PKT	
68.	ENGAGEMENT STAND OF TRANSPARENT PLASTIC SHEET, A-4 SIZE	EACH	
69.	PUNCH MACHINE KW DOUBLE HOLE – 988	EACH	
70.	PUNCH SINGLE HOLE HEAVY DUTY	EACH	
71.	PAPER REAM, A-4 SIZE,80 GRAM, 500 SHEETS IMPORTED (DOUBLE A OR EQUIVALENT)	EACH	
72.	PAPER REAM, LEGAL SIZE, 80 GRAM, 500 SHEETS IMPORTED (DOUBLE A OR EQUIVALENT)	EACH	
73.	BINDER CLIP LION NO-105 15 MM	EACH PKT	
74.	BINDING TAPE 3" SENSA	EACH	
75.	EVERY CARD 100 GRAMS	P/PKT	
76.	FILE TRAYS PLASTIC	EACH	
77.	TAG, BUNDLE OF 100 NOS (SUPREME OR EQUIVALENT)	EACH BUNDLE	
78.	TABLE SET LEATHER, (KALIGON OR EQUIVALENT)	EACH	
79.	RED PAPER SEAL	EACH PKT	
80.	DOCUMENT BAG PLASTIC	EACH	
81.	BOX FILE EXECUTIVE F/S	EACH PKT	
82.	RUBBER BAND	EACH PKT	
83.	THREAD BALL DORI	EACH	

## 2. LIST OF MISCELLANEOUS ITEMS

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
1.	MULTI PLUG/ADAPTOR 3-PIN 15AMP (SHB / OR EQUIVALENT)	EACH	
2.	LIGHT PLUG WITH BOX 15AMP (CLIPSAL/ OR EQUIVALENT)	EACH	
3.	POWER PLUG 15 AMP (CLIPSAL/ OR EQUIVALENT)	EACH	
4.	THREE PIN SHOE 15-AMP (CLIPSAL/ OR EQUIVALENT)	EACH	
5.	TWO PIN SHOO 10 AMP 250 VOLT (CLIPSAL/ OR EQUIVALENT)	EACH	
6.	PANEL LIGHT 2 X 2 FEET (PHILIPS/ OR EQUIVALENT)	EACH	
7.	PANEL LIGHT 9 X 9 INCH (PHILIPS/ OR EQUIVALENT)	EACH	
8.	LED BULB WHITE 7 WATT (OSAKA OR EQUIVALENT )	EACH	
9.	POWER EXTENSION LEAD (TEN POINTS) ELECTRIC (SUPERIOR QUALITY)	EACH	
10.	TUBE ROD 4 FEET SIZE (PHILIPS OR EQUIVALENT)	EACH	
11.	TUBE ROD 2 FEET SIZE (PHILIPS OR EQUIVALENT)	EACH	
12.	ELECTRIC WIRE 3/29 (BRANDED SUPERIOR QUALITY)	ROLL	
13.	ELECTRIC WIRE 7/29 (BRANDED SUPERIOR QUALITY)	ROLL	
14.	TELEPHONE WIRE 4 PAIR	ROLL	
15.	ELECTRIC KETTLE STAINLESS STEEL BODY MIN 2.0 LTR (PHILIPS OR EQUIVALENT)	EACH	



#	NAME OF ITEMS	UNIT	RATE (IN RS.)
16.	ELECTRIC KETTLE STAINLESS STEEL BIG CAPACITY MIN 5.0 LTR (PHILIPS OR EQUIVALENT)	EACH	
17.	WATER SET (IMPORTED)	SET	
18.	WATER GLASS (SUPERIOR QUALITY)	EACH	
19.	TEA SET (SUPERIOR QUALITY)	EACH	
20.	CUP WITH SAUCER (FINE QUALITY)	EACH	
21.	MILK POT (SUPERIOR QUALITY)	EACH	
22.	SUGAR POT (SUPERIOR QUALITY)	EACH	
23.	TEA SPOON STAINLESS STEEL	EACH	
24.	RICE SPOON STAINLESS STEEL	EACH	
25.	FORK STAINLESS STEEL	EACH	
26.	KNIFE STAINLESS STEEL	EACH	
27.	TEA TRAY STAINLESS STEEL (SUPERIOR QUALITY)	EACH	
28.	DINNER SET 72 (SUPERIOR QUALITY/IMPORTED) (ENGLAND/FRANCE MADE)	SET	
29.	RICE PLATE IMPORTED/PROVIDED SAMPLE	EACH	
30.	QUARTER PLATE IMPORTED/PROVIDED SAMPLE	EACH	
31.	BOWL WITH LARGE SPOON IMPORTED (GLASS/PLASTIC)	EACH	
32.	DUSTER COTTON WHITE 24 X18	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
33.	DUSTER FALAḂAIN 24 X 18	EACH	
34.	TOWEL, 27"X54" SIZE	EACH	
35.	WASTE BASKET, PLASTIC, MEDIUM SIZE	EACH	
36.	WIRELESS REMOTE DOORBELL LONG RANGE (IMPORTED)	EACH	
37.	AIR FRESHENER , 300 ML (COBRA OR EQUIVALENT)	EACH	
38.	AIR FRESHENER, 300ML (ASEEL OR EQUIVALENT)	EACH	
39.	AIR FRESHNER, AIR WICK	EACH	
40.	BEGAN SPRAY 400ML OR EQUIVALENT	EACH	
41.	BATTERY CELL 1.5 V AA (POWER PLUS OR EQUIVALENT)	EACH	
42.	7 CF SPRAY (LUSTER)	EACH	
43.	CAR BODY POLISH COSMIC OR EQUIVALENT	EACH	
44.	BATTERY CELL 1.5 V AAA (POWER PLUS OR EQUIVALENT)	EACH	
45.	SOAP 100 GRAM (LUX OR EQUIVALENT)	EACH	
46.	WASHING POWDER 35 GRAM (SURF OR EQUIVALENT)	EACH	
47.	TISSUE PAPER, LUXURY SIZE, 100X2 PLY (ROSE PETAL OR EQUIVALENT)	EACH	
48.	TOILET ROLL TISSUE PAPER FINE QUALITY (ROSE PETAL OR EQUIVALENT)	EACH	
49.	HI-JEEN TISSUES (ROSE PETAL OR EQUIVALENT)	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
50.	VIM POWDER 500 GRAM	EACH	
51.	SCRUB SPONGE 3M (SCOTCH BRITE OR EQUIVALENT)	EACH	
52.	MAX LIQUID 475ML	EACH	
53.	SURFACE CLEANER 1LTR BOTTLE (DETTOL OR EQUIVALENT)	EACH	
54.	FLOOR CLEANING PACHARA WITH STEEL HANDLE	EACH	
55.	TOILET CLEAN (HARPIC OR EQUIVALENT)	EACH	
56.	PHENYL 2.9 LITER BOTTLE (RIGHT OR EQUIVALENT)	EACH	
57.	SWEEP FOR TOILET	EACH	
58.	BROOM (400 GRAM BUNDLE)	EACH	
59.	BROOM (PHOOL)	EACH	
60.	UMBRELLA 38 INCH CANOPY OR LARGER	EACH	
61.	PLASTIC EMULSION (ICI OR EQUIVALENT)	EACH GALLON	
62.	SYNTHETIC ENAMEL PAINT (ICI OR EQUIVALENT)	EACH GALLON	
63.	PAINT BRUSH 4 INCHES SIZE (UNIVERSAL OR EQUIVALENT)	EACH	
64.	TOILET BRUSH WITH IRON MADE PIPE HANDLE	EACH	
65.	LIQUID HAND WASH BOTTLE 220ML (LIFEBUOY OR EQUIVALENT)	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
66.	ROOMI AIR FRESHNER FOR TOILETS	EACH	
67.	DOOR CLOSER HYDRAULIC	EACH	
68.	CHINA LOCK 50MM	EACH	
69.	GLINT SPRAY 500 ML INSTA OR EQUIVALENT	EACH	
70.	DISPENSER FOR AIR FRESHENER (MG3177A3NH OR EQUIVALENT)	EACH	
71.	NAME PLATE ALUMINUM FRAME (URDU/ENGLISH) SIZE 11X5 INCH	EACH	
72.	PRINTY STAMP WITH LARGE SIZE BOX NO 824	EACH	
73.	DIARY STAMP/ORDINARY STAMP 2 INCH WITH STICK	EACH	
74.	ROUND STAMP 2 INCH WITH STICK	EACH	
75.	LIQUID HAND SANITIZER (5LITR GALLON)	EACH	
76.	INSTANT HAND SANITIZER (250 ML) (COOL & COOL OR EQUIVALENT)	EACH	
77.	FACE MASK DISPOSABLE BOX (3 PLY-50PIECES)	EACH BOX	
78.	DUSTER FLOOR LARGE SIZE	EACH	
79.	SILICONE SEALANT GEL	EACH	
80.	GUN/APPLICATOR FOR SILICONE SEALANT GEL	EACH	
81.	ASHTRAY GLASS SMALL	EACH	
82.	AEROSOL DISPENSER(AUTO SPRAYAER MACHINE)	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
83.	WD-40 ANTI-RUST LUBRICANT SPRAY	EACH	
84.	Garbage Bag Large Size	EACH	
85.	Wall Clock (champion or equivalent)	EACH	

**3. LIST OF IT EQUIPMENT/COMPUTER CONSUMABLES ITEMS & TONERS**

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
1.	DATA STORAGE USB FLASH DRIVE, 8 GB STEEL BODY (SANDISK OR EQUIVALENT)	EACH	
2.	DATA STORAGE USB FLASH DRIVE, 16 GB STEEL BODY (SANDISK OR EQUIVALENT)	EACH	
3.	DATA STORAGE USB FLASH DRIVE, 32 GB STEEL BODY (SANDISK OR EQUIVALENT)	EACH	
4.	DATA STORAGE USB FLASH DRIVE, 64 GB STEEL BODY (SANDISK OR EQUIVALENT)	EACH	
5.	DATA STORAGE USB FLASH DRIVE, 1 TB (SANDISK OR EQUIVALENT)	EACH	
6.	DATA STORAGE USB FLASH DRIVE, 2 TB (SANDISK OR EQUIVALENT)	EACH	
7.	POWER CABLE	EACH	
8.	VJ CABLE	EACH	
9.	NETWORKING CABLE CAT-VI BEST QUALITY	ROLL	
10.	CONNECTOR RJ-45	BOX	
11.	DATA CABLE USB PORT	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
12.	LASER MOUSE WITH USB CONNECTER (A-4 TECH OR EQUIVALENT)	EACH	
13.	KEYBOARD WITH USB CONNECTER (A-4 TECH OR EQUIVALENT)	EACH	
14.	C.D MAXELL REWRITABLE 700 MB ORIGINAL	EACH	
15.	C.D MAXELL WRITABLE 700 MB	EACH	
16.	C.D WRITABLE MINI IMATION 202 MB	EACH	
17.	REWRITABLE DVD,4.7 GB (BRANDED)	EACH	
18.	PRINTER TONER SAMSUNG PRINTER (ML 1520) GENUINE	EACH	
19.	PRINTER TONER HP LASER JET (53A) GENUINE	EACH	
20.	PRINTER TONER HP LASER JET (05A) GENUINE	EACH	
21.	PRINTER TONER HP LASER JET (36A) GENUINE	EACH	
22.	PRINTER TONER HP LASER JET (35A) GENUINE	EACH	
23.	PRINTER TONER SAMSUNG PRINTER (ML 2050) GENUINE	EACH	
24.	PRINRER TONER HP LASER JET (85A) GENUINE	EACH	
25.	PRINTER TONER HP LASER JET (12A) GENUINE	EACH	
26.	PRINTER TONER HP LASER JET (92A) GENUINE	EACH	
27.	PRINTER TONER HP LASER JET (15A) GENUINE	EACH	
28.	PRINTER TONER HP LASER JET (13A) GENUINE	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
29.	PRINTER TONER HP LASER JET (49A) GENUINE	EACH	
30.	PRINTER TONER HP LASER JET (80A) GENUINE	EACH	
31.	PRINTER TONER HP LASER JET (78A) GENUINE	EACH	
32.	PRINTER TONER HP LASER JET (26A) GENUINE	EACH	
33.	PRINTER TONER HP LASER JET (58A) GENUINE	EACH	
34.	PRINTER TONER HP LASER JET (79A) GENUINE	EACH	
35.	PRINTER TONER HP LASERJET PRO M15A (48-A) GENUINE	EACH	
36.	PRINTER TONER HP LASER JET (76-A) GENUINE	EACH	
37.	TONER CANON PHOTOCOPIER MACHINE (NP-6241) GENUINE	EACH	
38.	TONER CANON PHOTOCOPIER MACHINE (IR-1024) GENUINE	EACH	
39.	TONER CANON PHOTOCOPIER MACHINE (IR-1600) GENUINE	EACH	
40.	TONER CANON PHOTOCOPIER MACHINE (J-2016) GENUINE	EACH	
41.	TONER PANASONIC FAX MACHINE (KX-422/402-FL) GENUINE	EACH	
42.	TONER PANASONIC FAX MACHINE (JX-510/612) GENUINE	EACH	
43.	TONER FAX MACHINE (JX510 P) GENUINE	EACH	
44.	TONER FAX MACHINE (KX-MB2120) GENUINE	EACH	
45.	TONER HP LASER (MFP 137) FMW FAX MACHINE GENUINE	EACH	

#	NAME OF ITEMS	UNIT	RATE (IN RS.)
46.	PRINTER TONER SET HP (CP 1025 GENUINE	EACH	
47.	PRINTER TONER SET HP (C-9705A) GENUINE	EACH	
48.	PRINTER TONER COLOR SET OF 04 COLOR (M252) GENUINE	EACH	
49.	PRINTER TONER COLOR SET OF 04 COLOR (HP-150) GENUINE	EACH	
50.	KONICA MINOLTA PHOTOCOPIER MACHINE (BIZHUB-367) GENUINE	EACH	
51	TOSHIBA DIGITAL PHOTOCOPIER MACHINE (3508A) GENUINE	EACH	
52.	TOSHIBA DIGITAL PHOTOCOPIER MACHINE (5008A) GENUINE	EACH	

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**SPECIMEN OF AFFIDAVIT AT STAMP PAPER OF RS. 100**

I/WE \_\_\_\_\_ HAVING OFFICE AT \_\_\_\_\_  
OF PAK RS. \_\_\_\_\_ (PAK RUPEES \_\_\_\_\_) HEREBY SUBMIT OUR BID

\_\_\_\_\_ ) FOR THE SUPPLY OF ABOVE STATIONERY ITEMS/MISC. ITEMS/COMPUTER CONSUMABLES ITEMS/ (STRIKE OUT WHICHEVER IS NOT APPLICABLE) FOR THE YEAR, 2024-25 AS MENTIONED IN SUMMARY OF THE BID ON THE TERMS AND CONDITIONS LAID DOWN AT PARA-1 TO 16 AND ON THE ITEM RATES MENTIONED IN THE ABOVE GROUP OF ITEMS, WHICH ALSO INCLUDED ALL TAXES I.E. INCOME TAX, GENERAL SALES TAX ETC.

2. I/WE ENCLOSE ORIGINAL CALL DEPOSIT OF  
RS. \_\_\_\_\_ (RUPEES \_\_\_\_\_)  
\_\_\_\_\_ ) DRAWN ON \_\_\_\_\_ (NAME OF BANK)  
AS EARNEST MONEY FOR DUE FULFILLMENT OF THE ABOVE TERMS AND CONDITIONS.

3. THE FIRM M/S \_\_\_\_\_ HAS NEVER BEEN INDULGED IN ANY LITIGATION AND HAS NEVER BEEN BLACK-LISTED BY ANY MINISTRY/DIVISION/DEPARTMENT/ORGANIZATION OF THE GOVERNMENT(S).

\_\_\_\_\_  
**SIGNATURE OF THE BIDDER**

\_\_\_\_\_  
**SIGNATURE OF THE OFFICER**

STAMP: \_\_\_\_\_ STAMP: \_\_\_\_\_

DATED: \_\_\_\_\_ DATED: \_\_\_\_\_